NAME OF ESTABLISHMENT:					
CONTACT INFORMATION:					
PHONE	FAX	EMA	AIL		
TYPE OF ESTABLISHMENT:	Office	Medical Office	Banl	k	_Hotel/Motel
Wholesale Store Groo	cery/Convenience S	tore	Retail Store		Restaurant
Educational Facility	Other				



How Did You Do?
THERE ARE 70 ITEMS ON THIS ASSESSMENT.
If you checked off at least 35, you are eligible for basic GREEN BUSINESS RECOGNITION.

For further information, contact:
GALLOWAY OFFICE OF SUSTAINABILITY
A DIVISION OF COMMUNITY SERVICES
bfiedler@gtnj.org

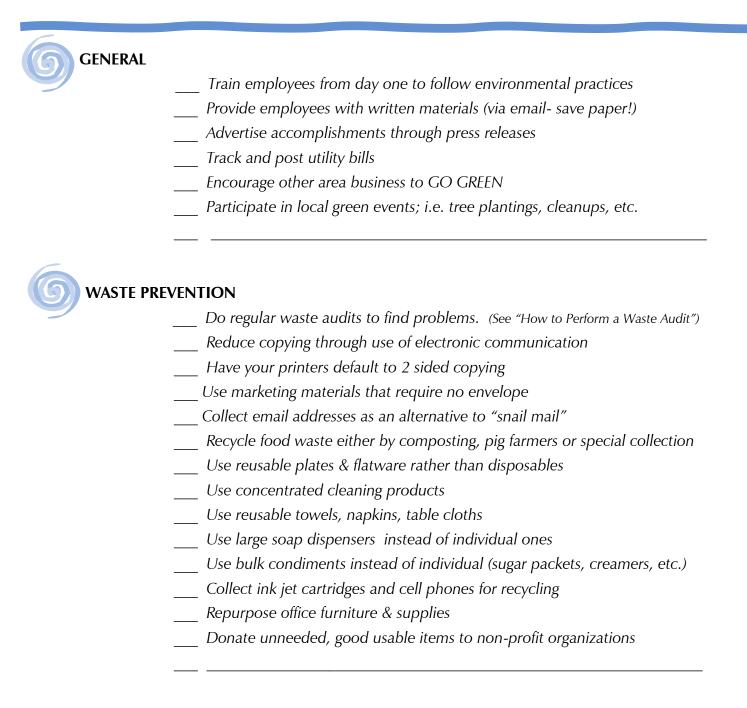


GALLOWAY BUSINESS / INSTITUTIONAL

GREEN BUSINESS ASSESSMENT

IT'S EASY BEING GREEN!

Your business may already be greener than you think. Going through this checklist will enable you to find out where you stand in your quest to become a sustainable business. Recycling, waste reduction, energy conservation, water conservation, purchasing local and purchasing recycled are all elements that lead to a sustainable organization. Follow these guidelines and you can earn recognition as a GALLOWAY GREEN BUSINESS!



	PURCHASING	
		Purchase paper that is at least 30% post consumer
		Use 100% recycled paper whenever possible
		Buy in bulk whenever possible
		Purchase locally whenever possible
		Purchase Fair Trade materials whenever possible
		Purchase green, safe cleaning supplies
		Purchase toilet tissue and paper towels made from 100% recycled paper
		Purchase reusable rather than disposable products
	ENERGY CONS	SERVATION
	ENERGI CONS	Had an ENERGY AUDIT of your buildings
		Turn off lights and electronic equipment when not in use
		Installed motion sensors & lighting controls
		Installed programmable thermostats to control heating & cooling
		Insulated hot water heaters and water pipes
	_	Unplug chargers when not in use
		Check & repair leaks around windows and doors
		Replaced fluorescent tubes with energy efficient fixtures
		Replaced incandescent bulbs with CFLs or, better yet, LEDs
6	WATER CONSE	RVATION
	Willer Golde	Check water bill for indications of leaks
		Check for plumbing leaks and repair immediately
		Clean outdoor areas with a broom, not water to avoid runoff
		Do not allow litter to accumulate
		Do not anow inter to accumulate Install energy efficient toilets
		Install waterless urinals
		Install high efficiency faucet aerators
		Install reminder signs in restrooms to conserve water Change window cleaning schedule to "as peeded"
		Change window cleaning schedule to "as needed"
(STORMWATER	MANAGEMENT
		Check company vehicles for oil leaks
	_	Distribute educational materials on stormwater pollution prevention to employess
		Keep dumpster area clean
		If there is an outdoor smoking area, provide butt containers
		a.c. o is all outdoor smoking area, provide batt containers



S LANDSCAPING

(Exempt if you	do not have or do not manage landscaping)
. ,	Test irrigation system regularly to ensure proper coverage
	Follow guidelines for local area to conserve water
	Installed a Smart Metering system
	Replace grass areas with water-efficient NATIVE shrubs
	Use natural mulches to increase water retention and prevent erosion
	Remove weeds by handdo not use herbicides
	Use permeable paving
	Installed a rain barrel or cistern to collect water for supplemental irrigation
	Installed a rain garden in an area where runoff occurs
	Do not use chemical fertilizers
	Installed a rain garden in an area where runoff occurs
TRANSPORT	ATION/AIR QUALITY
	Encourage employees to ride bikes and provide secure storage for the bikes
	Encourage/ provide incentives for employees to car pool
	Encourage employees to use mass-transit options & provide up-to-date schedules
	Replace company vehicles with energy efficient vehicles
	Provide preferred parking for alternative fuel and carpool vehicles
	Maintain fleet efficiency through regular maintenance schedules
	Institute a no idling policy on your business property
	Utilize email, teleconferencing and videoconferencing to avoid unnecessary trave



SOURCES:

Sacramento Area Sustainable Business http://sacberc.org
City of Long Beach, CA http://sacberc.org

Bay Area Green Business Program http://www.greenbiz.ca.gov
San Diego Area Green Business Program www.sdgreenbiz.org

Monterey Bay Area Green Business Program <u>www. montereybaygreenbusiness.org</u>

Waco Green Business Network <u>www.wacochamber.com</u>

City of Spokane's SMART Business Recognition Program http://developingspokane.org